



TERMS & CONDITIONS

Please read & agree by initialing after each Category that you understand our policy.

- **PAYMENT:** Acceptable methods of payment are Terms Net 30, Cash, Check Requests & Major Credit Cards. _____ *Initial here after all Payment sub-bullets have been read.*
 - Terms are Net 30 days from invoice date. Accounts more than 30 days past due will incur an interest charge of 2% per week.
 - Checks are made payable to: Gano Inc.
 - Maximum outstanding balance is \$4000.00. Gano Inc reserves the right to refuse service if payment status has not been discussed.
 - NSF fee is \$35
 - Rentals that are not on Terms will require a valid Credit Card on file. Gano Inc reserves the right to charge the credit card on file for any actual and verified Loss & Damage plus any pre-approved applicable service charges.
 - PO Numbers are required to be given to Gano Inc within 48 hours in which orders have been picked up or shipped.

- **PURCHASED RETURNS:** Unopened packages and items in “like new” condition may be returned. A restocking fee of 15% of the purchase price will incur. _____ *Initial*

- **RENTALS:** Production rental (2-16 weeks) rates is a flat rental rate. All items kept passed the initial 16-week period will be automatically charged extension fee. Production rentals over 16 weeks have the option of a Flat Fee Extension rate or Weekly Extension rate. _____ *Initial*

- **OTHER SERVICE CHARGES:** Client will be charged \$4/rack if for any reason Gano has to disassemble or reassemble Z-Rack rentals. To prevent these charges, customer can assemble/disassemble onsite at Gano Inc. _____ *Initial*

- **LOSS & DAMAGE:** You are to inspect the rental item(s) and note, to Gano Inc, In writing any damage prior to accepting the rental from Gano Inc (“Customer Inspection”). Any damage or loss of rentals other than damage noted during Customer Inspection or proven to have been caused by the negligence or willful misconduct of Gano Inc will be subject to an additional charge to repair or replace the rented item. L&D replacement cost for your rental are on the invoice. _____ *Initial*

Your business is greatly appreciated. Gano, Inc. looks forward to continue serving you more in the future. Please do not hesitate to contact us if you have any questions.



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NEW ACCOUNT APPLICATION

Production Title _____

Production Company _____ Office Number _____

Production Address _____ City _____ State _____ Zip _____

Billing Address _____ City _____ State _____ Zip _____

Estimated Production Dates: From _____ to _____

Terms of Payment (Circle one below & complete the required page):

Purchase Order (pg 3)

Check Request (pg 4)

Credit Card (pg 5)

FedEx Account # (if applicable): _____

Production Manager _____ Contact # _____

Costume Supervisor _____ Contact # _____

- Email _____

Costume Coordinator _____ Contact # _____

- Email _____

Set Dec. Coordinator _____ Contact # _____

- Email _____

Locations Manager _____ Contact # _____

- Email _____

Accounts Payable Contact: _____ Office Number _____

- Accounts Payable Email _____



CREDIT CARD AUTHORIZATION FORM

I, _____ authorize Gano to charge my:

American Express

Visa

Mastercard

*Name on card _____

*Credit Card Number _____

*Expiration Date _____

*Security Code _____ (4 digits over the last numbers of the card, if Amex, or 3 digits on the back of a Visa or Mastercard)

*Billing Street Address _____

* Zip code of the billing address _____

*FedEx Account number (if applicable): _____

****Please note for all Georgia transactions, there will be an additional 3% processing fee included in each invoice****

By signing this authorization form, I grant Gano Inc. to verify all data provided herein. I have read, understand and agree with all of the terms and conditions of this application and of all Gano Inc. transactions.

Signature: _____

Date: _____